



CANNON BUILDING  
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DEPARTMENT OF STATE

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DIVISION OF PROFESSIONAL REGULATION

**PUBLIC MEETING MINUTES: POLYSOMNOGRAPHER ADVISORY COUNCIL OF THE  
DELAWARE BOARD OF MEDICAL LICENSURE  
AND DISCIPLINE**

**MEETING DATE AND TIME: Thursday, January 23, 2014 at 1:00 p.m.**

**PLACE:** 861 Silver Lake Boulevard  
Conference Room C, Second Floor, Cannon Building  
Dover, Delaware

**MINUTES APPROVED (February 14, 2014)**

**MEMBERS PRESENT**

Steven D. Conley, Council Member, Presiding  
Grace Denault, Council Member 1:11 p.m. – 3:30 p.m.  
Theodore S. Kruppa, III, Council Member  
Paul Walker, Council Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Patricia Davis-Oliva, Deputy Attorney General  
Gayle MacAfee, Executive Director  
David Mangler, Director

**MEMBER ABSENT**

Stephen G. Cooper, M.D., Council Member

**ALSO PRESENT**

Jeanette Rodan

**CALL TO ORDER**

The meeting was called to order at 1:05 p.m. by Mr. Conley.

**REVIEW AND APPROVAL OF MINUTES**

The Council reviewed the December 13, 2013 meeting minutes for approval. Mr. Kruppa moved, seconded by Mr. Walker, to approve the minutes as amended. Motion unanimously carried.

**NEW BUSINESS**

Review Updated Draft of Application for Licensure as a Polysomnographer

The Council reviewed the updated draft application. A correction was noted to include hands on skills training when completing the BLS course. Mr. Kruppa moved, seconded by Mr. Walker to approve the application as amended. Motion passed unanimously. The application will be uploaded to the Division's website.

#### Continue Drafting Rules and Regulations

The council members addressed each section of the draft rules and regulations. Corrections were noted. Chaperoning language was discussed.

#### **OTHER BUSINESS BEFORE THE COUNCIL**

If House Bill 97 passes in the General Assembly, a physician member certified in the field of sleep medicine will need to be appointed to the council. Resumes would be needed to fill that position.

#### **PUBLIC COMMENT**

There was no public comment.

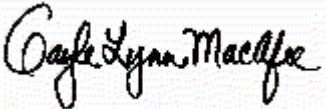
#### **SCHEDULE NEXT MEETING DATE**

The next meeting will be held on Friday, February 14, 2014 at 1:00 p.m. in the Second Floor Conference Room, Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

#### **ADJOURNMENT**

There being no further business, Mr. Walker moved, seconded by Mr. Kruppa, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 3:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Gayle Lynn MacAfee". The signature is written in a cursive, flowing style.

Gayle Lynn MacAfee, MS  
Executive Director